

**Minutes**  
**Oak Tree Homeowners Association, Board of Directors**  
July 9th, 2010

Meeting commenced at 11:45 pm at Hickory Tavern

Board Members Present:

**Rich Vershel** (Term Expiring 2010)  
**Hank Ceely** (Term Expiring 2010)  
**Robbie Suggs** (Term Expiring 2011)  
**Jay Caldwell** (Term Expiring 2011)  
**Jon Kaminski** (Term Expiring 2012)

Others Present:

**Mickey Bumgardner** (President of Management Co.)

Executive Session

Approve minutes from June's Board Of Directors meeting

Update on lien and foreclosure for HOA member who is in violation of the covenants (boat) – Mickey

- Lien is now in place
- Foreclosure process has begun
- Home owner is 1 ½ years behind on dues (makes process of foreclosure simpler)

Habitual covenant violator guidelines for Mickey to administer RESP: All

*Motion:*

Any resident receiving three warning letters in a 12 month period for same violation will be considered a 'Habitual Offender'.

*Unanimously approved*

Notification of Habitual Offender status will be included in the third mailing to resident and will allow the board to impose an immediate hearing on any subsequent offense.

## Open Session

Pool Contractor Status – RESP: Robbie

Walkthrough with contractor at Castles Gate pool completed.

- A few minor issues identified and will require follow up
- Painting not complete (different contractor)
- All items expected to be completed within one week

Queensbury Pool

- Open as of 9:00am Friday
- New 'No Diving' signs in place (inspection requirement)
- Cracks in concrete deck to be addressed at end of pool season
- Coping needs revision (original construction issue)
- Countertops still need replacement
- Showers require updating

Kiddy pool discussion – RESP: All

- Comparative quote for similar Scope of work received at nearly \$40,000 more
- Intention to complete kiddy pool project with existing contractor still exists
- Robbie to ask for more specific details from Swim Specialties prior to work beginning

*Motion:*

Swim Specialties to submit drawings, plans and schedule within one week.

Contract will be amended to include penalty clause and weekly update

*Unanimously approved*

- Addendum to contract to include completion incentive & penalty
  - Estimated schedule of 4 – 6 weeks to complete (complete = Passing inspection)
  - If work is completed in less than 4 weeks, SS will receive a \$250 / per day bonus
  - If work takes longer than 6 weeks, SS to pay a \$250 / per day penalty
  - Weekly update to community on construction status will be sent out.

Fob Replacement

In the event of a lost or inactive key fob, residents should contact Bumgardner Management at 704-777-4124. Fob's can be replaced for \$25.00

### Security Fobs

160 fobs have been distributed. All fobs are currently active.

### Security at Pools

New camera installed at boat launch gate

Need new computer monitor – RESP: Mickey

#### *Motion:*

Deadbolts for winter security to be rekeyed at Castles Gate pool and new locks to be added at the Queensbury pool. All locks to work with master key only.

*Unanimously approved*

#### *Motion:*

No community member shall have remote access to the pool security cameras. Monitoring will be handled exclusively by Bumgardner Management.

*Unanimously approved*

### Raising Fences

Review contracts and get contract in place for scope of work. Include penalty for delayed completion. – RESP: Mickey

### No Parking/Standing on Grass Covenant Update –

Still collecting votes. Not enough to pass. BAM to generate which HOA members have not voted. RESP: Mickey

### Pool Committee Budget

#### *Motion:*

Pool committee granted \$3000.00 annual budget. Mickey to oversee use of money

*Passed 4:0:1 (one vote abstained)*

### **New Business:**

#### Assign responsibility for 2010 Annual Goals

- Pool contract – 3 year contract. RESP: Jon with Pool Committee
- Landscaping Contract – Robbie/Mickey – Ask for Volunteers. Scope of work to be submitted to Board prior to Mickey soliciting bids.
- Management company contract – Rich to handle SOW and review with Board prior to solicitation of bids.
- Web site update – RESP: Robbie (update in progress)

Next Meeting: August 13

Meeting adjourned at 1:45pm

**Minutes Accepted and Approved:**

Rich Vershel, President

\_\_\_\_\_ Date: \_\_\_\_\_

Hank Ceely, Vice-President

\_\_\_\_\_ Date: \_\_\_\_\_

Jay Caldwell, Secretary

\_\_\_\_\_ Date: \_\_\_\_\_

Jon Kaminski, Treasurer

\_\_\_\_\_ Date: \_\_\_\_\_

Robbie Suggs, Committee Liaison

\_\_\_\_\_ Date: \_\_\_\_\_